

To: Department of Public Works and  
Environmental Services  
Office of Site Development Services  
Plan Control Section  
12055 Government Center Parkway  
Fairfax, Virginia 22035-5503

- FOR OSDS USE ONLY -

Waiver # \_\_\_\_\_ Logged in by:

\_\_\_\_\_

Page 1 of \_\_\_\_\_ Fee Amount \_\_\_\_\_

Paid on \_\_\_\_/\_\_\_\_/\_\_\_\_ Receipt # \_\_\_\_\_

Logged to UFB on \_\_\_\_\_

**REQUEST FOR WAIVER/MODIFICATION OF THE PROVISIONS OF  
ARTICLE 13 OF THE FAIRFAX COUNTY ZONING ORDINANCE**

**COVER SHEET**

NOTE: a complete waiver/modification request must contain all of the following items:

- (4) copies of a complete application (this cover sheet and appropriate attachment)
- (4) sets of landscape plans with complete plant schedule and details
- (4) copies of the applicant's letter of justification

**WAIVER TYPE**

- \_\_\_\_ transitional screening and/or barrier (USE ATTACHMENT A)
- \_\_\_\_ tree cover (USE ATTACHMENT B)
- \_\_\_\_ interior parking lot (USE ATTACHMENT C)

**SUBDIVISION PLANS ONLY:**

If tree cover waiver/modification request is for a subdivision plan, the notification requirements of County Code section 101-2-2(9) must be met. Include with this request (4) copies of the typical letter of notification that was sent to adjoining or affected property owners and include a list of the property owners notified. At a minimum the letter should include the County requirements and a description of the proposed waiver/modification to those requirements.

**1. APPLICATION INFORMATION (please print or type)**

PROJECT NAME \_\_\_\_\_ TAX MAP # \_\_\_\_ - \_\_\_\_ - ((\_\_\_\_)) - (\_\_\_\_) - \_\_\_\_

SUPERVISORY DISTRICT \_\_\_\_\_

PROPERTY OWNER OR DEVELOPER \_\_\_\_\_ PHONE \_\_\_\_\_

ADDRESS \_\_\_\_\_

AGENT FOR APPLICANT \_\_\_\_\_ PHONE \_\_\_\_\_

ADDRESS \_\_\_\_\_

2. PROPOSED USE: \_\_\_\_\_ EXISTING USE: \_\_\_\_\_ ZONING: \_\_\_\_\_

USE MATRIX CATEGORY NUMBER FOR PROPOSED USE: \_\_\_\_\_

SITE PLAN SUBMITTED: YES \_\_\_\_ NO \_\_\_\_ PLAN NUMBER (if applicable): \_\_\_\_\_

3. ZONING ORDINANCE REFERENCE

Section and paragraph under which modification or waiver is requested: \_\_\_\_\_

4. APPLICANT/AGENT SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_

## **ATTACHMENT A: TRANSITIONAL SCREENING AND/OR BARRIER WAIVER**

NOTE: THIS FORM IS AN ATTACHMENT TO THE COVER SHEET

1. \_\_\_\_\_ PROPERTY LINE:      Adjacent Use: \_\_\_\_\_ SE OR SP Use? \_\_\_\_\_ Adjacent Zoning: \_\_\_\_\_

SCREENING REQUIRED:    None: \_\_\_\_\_

Screening yard required: \_\_\_\_\_

NO. OF TREES: \_\_\_\_\_ large evergreens      \_\_\_\_\_ medium evergreens

\_\_\_\_\_ large deciduous      \_\_\_\_\_ small deciduous      \_\_\_\_\_ evergreen shrubs

SCREENING PROVIDED:    None: \_\_\_\_\_

Screening yard provided: \_\_\_\_\_

NO. OF TREES: \_\_\_\_\_ large evergreens      \_\_\_\_\_ medium evergreens

\_\_\_\_\_ large deciduous      \_\_\_\_\_ small deciduous      \_\_\_\_\_ evergreen shrubs

BARRIER TYPE: Existing: \_\_\_\_\_ Required: \_\_\_\_\_ Provided: \_\_\_\_\_

2. \_\_\_\_\_ PROPERTY LINE:      Adjacent Use: \_\_\_\_\_ SE OR SP Use? \_\_\_\_\_ Adjacent Zoning: \_\_\_\_\_

SCREENING REQUIRED:    None: \_\_\_\_\_

Screening yard required: \_\_\_\_\_

NO. OF TREES: \_\_\_\_\_ large evergreens      \_\_\_\_\_ medium evergreens

\_\_\_\_\_ large deciduous      \_\_\_\_\_ small deciduous      \_\_\_\_\_ evergreen shrubs

SCREENING PROVIDED:    None: \_\_\_\_\_

Screening yard provided: \_\_\_\_\_

NO. OF TREES: \_\_\_\_\_ large evergreens      \_\_\_\_\_ medium evergreens

\_\_\_\_\_ large deciduous      \_\_\_\_\_ small deciduous      \_\_\_\_\_ evergreen shrubs

BARRIER TYPE: Existing: \_\_\_\_\_ Required: \_\_\_\_\_ Provided: \_\_\_\_\_

3. \_\_\_\_\_ PROPERTY LINE:      Adjacent Use: \_\_\_\_\_ SE OR SP Use? \_\_\_\_\_ Adjacent Zoning: \_\_\_\_\_

SCREENING REQUIRED:    None: \_\_\_\_\_

Screening yard required: \_\_\_\_\_

NO. OF TREES: \_\_\_\_\_ large evergreens      \_\_\_\_\_ medium evergreens

\_\_\_\_\_ large deciduous      \_\_\_\_\_ small deciduous      \_\_\_\_\_ evergreen shrubs

SCREENING PROVIDED:    None: \_\_\_\_\_

Screening yard provided: \_\_\_\_\_

NO. OF TREES: \_\_\_\_\_ large evergreens      \_\_\_\_\_ medium evergreens

\_\_\_\_\_ large deciduous      \_\_\_\_\_ small deciduous      \_\_\_\_\_ evergreen shrubs

BARRIER TYPE: Existing: \_\_\_\_\_ Required: \_\_\_\_\_ Provided: \_\_\_\_\_

4. \_\_\_\_\_ PROPERTY LINE:      Adjacent Use: \_\_\_\_\_ SE OR SP Use? \_\_\_\_\_ Adjacent Zoning: \_\_\_\_\_

SCREENING REQUIRED:    None: \_\_\_\_\_

Screening yard required: \_\_\_\_\_

NO. OF TREES: \_\_\_\_\_ large evergreens      \_\_\_\_\_ medium evergreens

\_\_\_\_\_ large deciduous      \_\_\_\_\_ small deciduous      \_\_\_\_\_ evergreen shrubs

SCREENING PROVIDED:    None: \_\_\_\_\_

Screening yard provided: \_\_\_\_\_

NO. OF TREES: \_\_\_\_\_ large evergreens      \_\_\_\_\_ medium evergreens

\_\_\_\_\_ large deciduous      \_\_\_\_\_ small deciduous      \_\_\_\_\_ evergreen shrubs

BARRIER TYPE: Existing: \_\_\_\_\_ Required: \_\_\_\_\_ Provided: \_\_\_\_\_

NOTE: Use additional copies of Attachment A as needed to describe every property line.

**ATTACHMENT B: TREE COVER WAIVER**

NOTE: THIS FORM IS AN ATTACHMENT TO THE COVER SHEET

TREE COVER REQUIRED: \_\_\_\_\_ PERCENT

TREE COVER PROPOSED: \_\_\_\_\_ PERCENT

IDENTIFY WOODED AREAS AND INDIVIDUAL TREES TO BE USED FOR PROPOSED TREE COVER (areas to be used to meet tree cover requirements should be shaded on the submitted plan):

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SHOW TREE COVER CALCULATIONS HERE:

**ATTACHMENT C: INTERIOR PARKING LOT LANDSCAPING WAIVER**

NOTE: THIS FORM IS AN ATTACHMENT TO THE COVER SHEET

Interior parking lot landscaping may only be waived for certain I-District parking lots and for certain parking lot expansions for existing uses. Peripheral parking lot landscaping cannot be waived or modified.

TOTAL AREA OF THE PARKING LOT (include all travel aisles and roadways that directly serve the parking lot): \_\_\_\_\_

TOTAL SQUARE FOOTAGE OF LANDSCAPING PROPOSED: \_\_\_\_\_

TOTAL PERCENTAGE OF PARKING LOT LANDSCAPING PROPOSED: \_\_\_\_\_